NEWCASTLE UNIVERSITY

SENATE

2 May 2017

Present: The Vice-Chancellor (in the Chair), Professor Tony Stevenson (Deputy Vice-Chancellor), Professor David Burn, Professor Suzanne Cholerton, Professor Richard Davies, Professor Julie Sanders, Professor Phillip Wright, Professor Nick Wright (Pro-Vice-Chancellors), Dr Phil Ansell, Professor Caroline Austin, Dr John Appleby, Professor Paul Christensen, Professor Nicola Curtin, Dr Stuart Dawley, Mr Christopher Duddy (Education Officer, Students' Union), Dr Emma Foster, Dr Ruth Graham, Professor Nigel Harkness, Dr Joan Harvey, Professor Peter Jorgensen, Miss Rachael Kitching (Welfare & Equality Officer, Students' Union), Dr Sara Maioli, Professor Patrick Olivier, Dr Lindsay Pennington, Professor Jane Pollard, Mr Patrick Rosichuk (Student Representative), Professor Klaus Schoefer, Professor Chris Seal, Professor Jackie Leach Scully, Mr Jack Taylor, (President, Students' Union) and Dr Ruth Valentine.

In attendance: Mrs Lesley Braiden (Academic Registrar), Mr Richard Dale, Dr John Hogan (Registrar), Ms Abi Kelly, Mrs Judith Whitaker (Executive Director of Human Resources) and Miss Janice Trewick (Executive Officer, Governance).

Apologies: Mr Wayne Connolly, Mr Mike Davison and Dr Lindsey Ferrie.

Mrs Lynne Howlett, Assistant Director (Leadership Talent) attended as an observer.

Professor Stephanie Glendinning, Dean of Strategic Projects Professor John Fitzgerald as Head of the School of Computing, Professor Phil Taylor as Head of the School of Engineering, Professor Robert Edwards as Head the School of Science, Faculty of Science, Agriculture & Engineering attended for Minute 75.

Ms Agi Hamvai, HR Adviser (International) attended for Minute 79.

M I N U T E S

71. MINUTES

That minutes of meeting of Senate on 7 March 2017 were approved as a correct record subject to minor amendment in Minute 59.14.

[Circulated with the agenda as Document A. Copy filed in the Minute Book.]

72. MATTERS ARISING FROM THE MINUTES

(i) Annual Report on Student Casework (Minute 61, 07.03.17)

That future reports would include information on the time taken to deal with complaints, and appeals and the information relating to 2015/16 would be reported at the next meeting of Senate.

73. VICE-CHANCELLOR AND PRESIDENT'S BUSINESS

Received the Vice-Chancellor and President’s report. Highlights of this report are discussed below.

[Circulated with the agenda as Document B. Copy filed in the Minute Book.]
Noted:

1. **Deaths**

   Received a report on deaths recently announced by the University. The following additional death was reported:

   12 April 2017 Professor Martin Whitby. Professor Whitby was appointed as Lecturer in Agricultural Economics in 1964. He was promoted to Senior Lecturer in 1972; appointed to a Personal Readership in Rural Resource Development in 1982; and was appointed Acting Head of Department from July 1986 to March 1987. Professor Whitby received his Personal Professorship in Countryside Management in 1992, a position he held until his retirement in 1997 when he was accorded the title of Emeritus Professor.

   **Resolved that Senate record its deep regret and sympathy for the relatives concerned.**

2. **Shaping our Future Vision.** That the focus groups for developing the vision and strategy would involve a range of colleagues from across the University. The events would be hosted by cross-cutting Pro-Vice-Chancellors.

3. The University had received from HEFCE the Annual Provider Review 2016-17. The outcome was reported in two parts: risk categorisation on financial sustainability and good management and governance matters; and the judgement on quality and standards matters reached by the independent Quality Committee. The outcomes for financial sustainability, management and governance were reported as ‘not at higher risk’ and for quality and standards matters as ‘meets requirement’.

4. The Higher Education and Research Act 2017 had received royal assent.

5. Mr Richard Dale provided an update on the HEFCE Block Grant for 2017-18 which has been announced, however it is under embargo until after the General Election. Funding has increased in some areas and decreased in other areas. This is due to a number of factors such as the move of the School of Pharmacy from Durham, over recruiting of STEM students and a reduction in charity funded research.

6. **Reports from Senate Committees**

   **University Learning, Teaching and Student Experience – Professor Suzanne Cholerton, Pro-Vice-Chancellor Learning & Teaching**

   In light of the changes to the questions within the National Student Survey the questions in the stage evaluations had been revised.

   That last academic year Ramadan had fallen during the examination period and would continue to do so until 2019. The University policy agreed in March 2016 had not led to any issues during last year’s main assessment period and would contain to be implemented. The University Learning, Teaching and Student Experience committee would continue to monitor the situation.
That career registration questions would be included in the online student registration process. Two questions would be added which asked: to what extent students felt they were career ready and secondly how much work experience they had.

**University Research Committee – Professor Nick Wright, Pro-Vice-Chancellor Research and Innovation:**

Senate was advised that the University had signed up to the San Francisco Declaration on Research Assessment (DORA).

Research income is increasing slowly however there is a decline in the number of research grants. A paper on costings being prepared locally would be submitted to Executive Board shortly.

A revised declaration of interest paper would be submitted to Executive Board for consideration before coming to Senate. It was important to record declarations of interest on My Impact.

University Research Committee had considered ways to improve recognition of research excellence and a working group would be established to discuss the issues around raising the research profile. This would include developing a central web site to increase awareness of the University’s current successes and changes to web sites.

**University Internationalisation Committee and University Engagement Committee - Professor Richard Davies, Pro-Vice-Chancellor Engagement & Internationalisation:**

International student recruitment for 2017 entry is not as expected, however there are five months before the programmes start. There has been an upturn in the number of students registering at INTO Newcastle which is ahead of other INTO centres.

Professor Richard Davies and Abi Kelly had visited academic units to bring an increased focus on rankings and reputation with the aim of improving the University's position in the Times Higher Education and QS rankings. The aim initially was to be in the top 150 for both rankings.

**74. SUMMARY REPORT FROM COUNCIL, 3 APRIL 2017**

Received a summary report from the meeting of Council that took place on 2 April 2017.

[Circulated with the agenda as Document C. Copy filed in the Minute Book.]

**75. SCIENCE AND ENGINEERING EXCELLENCE PROJECT**

Received:

(a) A report on the Science and Engineering Excellence project from Professor Phillip Wright, Pro-Vice-Chancellor Science, Agriculture & Engineering on behalf of Executive Board.

[Circulated with the agenda as Document D. Copy filed in the Minute Book.]

(b) A report on the academic rationale for the Science and Engineering Excellence project from Professor Phillip Wright, Pro-Vice-Chancellor Science, Agriculture & Engineering on behalf of Executive Board.

[Circulated with the agenda as Document E. Copy filed in the Minute Book.]
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(c) A response to the questions submitted by Senators on the Science and Engineering Excellence project from Professor Phillip Wright, Pro-Vice-Chancellor Science, Agriculture & Engineering on behalf of Executive Board.

[Circulated with the agenda as Document F. Copy filed in the Minute Book.]

Noted that:

1. The decision to support the proposal for the SAgE faculty reorganisation had been taken in October 2016. The documentation provided update on progress to date however planning for the short term and longer term goals of the reorganisation was ongoing.

2. The progress to date on the project was noted in Document D and that a business case for capital investment would be presented at a later date.

3. Document F provided comprehensive answers to the questions raised by Senators and Senate acknowledged the efforts involved in providing the response.

4. The Academic Rationale (Document E) for the Science and Engineering Excellence project provided the base information for the reorganisation and set out the requirement for the project based on the problems currently facing the Faculty. Table 7 provided strong evidence for the proposed reorganisation and the impact of not going ahead.

5. The names for the four new Newcastle based schools were proposed in Document D. It was noted that a range of consultation events had taken place for staff to comment on the proposed names. There are no plans to change the name of the faculty from Science, Agriculture and Engineering.

6. Concern was raised that within the larger schools the visibility of individual disciplines would be lost. Marketing and recruitment materials would focus on the different disciplines within each school and websites would provide individual sites for the disciplines for prospective students.

7. There is ongoing work around learning and teaching activities and five working groups have been established. The groups are looking at efficiencies across programmes such as duplicate modules, shared space etc and will be reported in July 2017.

8. The roles within the proposed academic structure for the larger schools would be challenging roles given the size and diversity of the schools, however these roles would provide the strategic leadership for the teams. The key academic roles, within the larger schools would also provide a ‘champion’ for the different disciplines.

9. The Professional Services structure had been circulated to staff for consultation. It is not envisaged that there would be redundancies as the draft structure identified a broadly equivalent number of FTE. Following the consultation period there maybe revisions to the structure. The project team would identify specialist administrative functions and process and these would be mapped to roles and grades. The new structure would provide parity across the schools and ensure fairness. The structure would also provide career progression for professional staff.

10. The Students Union have been involved with the project from conception and is an example of good practice of a project involving student involvement. Students have indicated that they would like more interdisciplinary working and are supportive of the project.
Resolved that Senate confirmed its approval for the reorganisation and specifically approved the names for the Newcastle Schools as:

- School of Computing
- School of Engineering
- School of Mathematics, Statistics and Physics
- School of Natural and Environmental Sciences

76. STUDENT RECRUITMENT STRATEGIC PROCESS REPORT

Received a report and a PowerPoint presentation on the Student Recruitment Strategic Progress Report from Professor Suzanne Cholerton, Pro-Vice-Chancellor Learning & Teaching, on behalf of Executive Board

[Circulated with the agenda as Document L. Copy filed in the Minute Book.]

Noted that:

1. Student recruitment faced a number of challenges and since the cap on student numbers had been removed there had been fierce competition. The impact of Brexit was still an unknown although re-assurance and been given to EU students by the Government over fees and the access to financial support.

2. The numbers for Postgraduate Taught programmes are down for September 2017 entry.

3. The University is now on the register of Apprenticeship Training Providers and a recent presentation had been given to the Heads of Academic Unit Forum. The University can now provide apprenticeship training and it was noted that the industry involvement does not necessarily have to be undertaken locally.

4. The increase in student numbers has implications on the estate and notably at Newcastle University London where there is limited space.

77. INTERNATIONAL STUDENT RECRUITMENT PRESENTATION

Received a PowerPoint presentation from Professor Richard Davies, Pro-Vice-Chancellor Internationalisation & Engagement on behalf of Executive Board.

[Copy filed in the Minute Book.]

Noted that:

1. Mr Alex Metcalfe has been appointed as the Director of International Affairs.

2. The fees for programmes are lower than competitors but this was not always helpful in projecting the correct image of the University.

3. The University Internationalisation Committee (UIC) is responsible for promoting international recruitment and had identified priority markets and had assigned individuals responsible for the markets. UIC monitors and co-ordinates visits made overseas for recruitment events and maintains a travel calendar.

4. That annual reviews will be undertaken for subject areas where international recruitment is not as expected.
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78. **PUBLIC RELATIONS STRATEGIC PROGRESS REPORT**

Received the Public Relations Strategic Progress Report from Ms Abi Kelly, Executive Director of Corporate Affairs, on behalf of Executive Board.

[Circulated with the agenda as Document H. Copy filed in the Minute Book.]

Noted that:

1. Progress has been made in recruitment of students and raising the profile however more work is required on raising the reputation.

2. A perception survey will be carried out by an external agency and will survey both internal and external stakeholders.

3. The GoMobile project has seen over 200 paged developed into a mobile format. This development had raised concern, within certain areas, with the quality of some webpages and this would be addressed.

4. A new intranet is being developed which will be a collaborative platform.

79. **ASSOCIATE PROFESSOR/READER TITLES FOR SE ASIA**

Received from Professor Richard Davies, Pro-Vice-Chancellor Engagement and Internationalisation, on behalf of Executive Board:

(a) A report on the Academic Job Titles for secondees at NUMed Malaysia
(b) A report on the Academic Job Titles for local and seconded staff at NUIS Singapore

[Circulated with the agenda as Documents I & J. Copy filed in the Minute Book.]

Resolved that Senate approved the academic job titles for secondees at NUMed Malaysia and local and seconded staff at NUIS Singapore.

80. **UNIVERSITY RESEARCH CENTRES**

Received a report on the Renewal and Disestablishment of University Research Centres from Professor Nick Wright, Pro-Vice-Chancellor Research and Innovation, on behalf of Executive Board.

[Circulated with the agenda as Document K. Copy filed in the Minute Book.]

Noted that:

1. The non-renewal of the Research Centre in Linguistics and Language Sciences and the on-going discussions between the staff with expertise in Linguistics and Language Sciences and the Faculty about possible future arrangements.

2. The disestablishment of the Northern Centre for the History of Medicine.

**Resolved that:**

Senate approve the renewal of the following research centres for three years:

- Centre for Knowledge, Innovation, Technology & Enterprise
- Centre for Learning & Teaching
- Global Urban Research Unit
- The Policy, Ethics and Life Sciences Research Centre
- Centre for Urban & Regional Development Studies
Senate approve the change of name of the Research Centre for Film and Digital Media to the Research Centre for Film and the renewal for two years in the first instance.

81. RESPONSE TO REF CONSULTATION

Received from Professor Nick Wright, Pro-Vice-Chancellor Research and Innovation the REF consultation response on behalf of Executive Board.

[Circulated with the agenda as Document L. Copy filed in the Minute Book.]

82. ACCESS AGREEMENT 2018-19

Received the Access Agreement 2018-19 from Professor Suzanne Cholerton, Pro-Vice-Chancellor Learning and Teaching, on behalf of Executive Board.

[Circulated with the agenda as Document M. Copy filed in the Minute Book.]

83. MINUTES FROM COMMITTEE OF SENATE

The following meetings of Senate committees had taken place and the minutes from each committee were provided for information:

(a) University Research Committee: 20 March 2017
(b) University Internationalisation Committee: 23 March 2017
(c) University Engagement Committee: 22 March 2017
(d) University Learning, Teaching & Student Experience Committee

1 February & 16 March 2017

[Circulated with the agenda as Documents N-Q. Copies filed in the Minute Book.]

84. UNIVERSITY INTERNATIONALISATION COMMITTEE

Received the revised Terms of Reference for University Internationalisation Committee from Professor Richard Davies, Pro-Vice-Chancellor Internationalisation and Engagement, on behalf of Executive Board.

[Circulated with the agenda as Document R. Copy filed in the Minute Book.]

Resolved that Senate approved the revised Terms of Reference for University Internationalisation Committee.

85. STUDENT ATTENDANCE MONITORING SYSTEM

Received a response to questions submitted by Professor Paul Christensen on the Student Attendance Monitoring System.

[Circulated with the agenda as Document S. Copy filed in the Minute Book.]

86. FEES SCHEDULE

Considered the report on the proposed revisions to Home/EU undergraduate fees for 2018-19 from Professor Suzanne Cholerton, Pro-Vice-Chancellor Learning and Teaching, on behalf of Executive Board.

[Circulated with the agenda as Document T. Copy filed in the Minute Book.]

Resolved that Senate approve the revisions to Home/EU undergraduate fees for 2018-19 as set out in Document T.
87. **ANNUAL HEALTH AND SAFETY REPORT**

Received the Annual Health and Safety report for 2015-16, from Mrs Judith Whitaker, Executive Director of Human Resources on behalf of Executive Board.

[Circulated with the agenda as Document U. Copy filed in the Minute Book.]

88. **REPORT FROM UNIVERSITY AND FACULTY PROMOTIONS COMMITTEES**

Considered a consolidated report from the University and Faculty Promotions Committees.

[Circulated with the agenda as Document V. Copy filed in the Minute Book]

*Resolved that the recommendations in Document V be approved, subject to the agreement of Council.*

89. **REPORTED BUSINESS**

Received a report of action taken in accordance with agreed procedures, approved where necessary by the Vice-Chancellor on behalf of Senate and/or the Chair of Council on behalf of Council, and by other University bodies and Chairs.

[Circulated with the agenda as Document W. Copy filed in the Minute Book.]